

Program Number	City	Sleeping Rooms	Per diem	Sleeping Room	Estimated	Estimated	Number of PPL	Total Per Day	
				Cost	Meeting Space	Catering Lunch PP		Meal Cost	WITHOUT AV
1	Boston	10	\$ 192	\$ 1,920	\$ 500	\$ 30	45	\$ 1,350	\$ 3,770
1	New York	10	\$ 198	\$ 1,980	\$ 1,000	\$ 35	45	\$ 1,575	\$ 4,555
2	New York	10	\$ 198	\$ 1,980	\$ 1,000	\$ 35	45	\$ 1,575	\$ 4,555
1	Philadelphia	10	\$ 118	\$ 1,180	\$ 500	\$ 25	45	\$ 1,125	\$ 2,805
2	Philadelphia	10	\$ 118	\$ 1,180	\$ 500	\$ 25	45	\$ 1,125	\$ 2,805
1	Atlanta	10	\$ 93	\$ 930	\$ 500	\$ 25	45	\$ 1,125	\$ 2,555
2	Atlanta	10	\$ 93	\$ 930	\$ 500	\$ 25	45	\$ 1,125	\$ 2,555
3	Atlanta	10	\$ 93	\$ 930	\$ 500	\$ 25	45	\$ 1,125	\$ 2,555
4	Atlanta	10	\$ 93	\$ 930	\$ 500	\$ 25	45	\$ 1,125	\$ 2,555
1	Kansas City	10	\$ 85	\$ 850	\$ 300	\$ 25	45	\$ 1,125	\$ 2,275
2	Kansas City	10	\$ 85	\$ 850	\$ 300	\$ 25	45	\$ 1,125	\$ 2,275
1	Dallas	10	\$ 89	\$ 890	\$ 500	\$ 30	45	\$ 1,350	\$ 2,740
2	Dallas	10	\$ 89	\$ 890	\$ 500	\$ 30	45	\$ 1,350	\$ 2,740
1	Denver	10	\$ 86	\$ 860	\$ 500	\$ 30	45	\$ 1,350	\$ 2,710
1	San Francisco	10	\$ 159	\$ 1,590	\$ 1,000	\$ 35	45	\$ 1,575	\$ 4,165
2	San Francisco	10	\$ 159	\$ 1,590	\$ 1,000	\$ 35	45	\$ 1,575	\$ 4,165
3	San Francisco	10	\$ 159	\$ 1,590	\$ 1,000	\$ 35	45	\$ 1,575	\$ 4,165
4	San Francisco	10	\$ 159	\$ 1,590	\$ 1,000	\$ 35	45	\$ 1,575	\$ 4,165
1	Seattle	10	\$ 109	\$ 1,090	\$ 1,000	\$ 35	45	\$ 1,575	\$ 3,665
									\$61,775.00

Question	Answer
Can we get 3 bids?	Yes, we will do a full city search for each one of your programs and provide to you the hotels that do have availability, the hotels that don't & why, and any hotels we are still waiting to hear back from
Can we get bids for actual meeting rental?	Yes, we will provide that at the same time
Can Accommodations Unlimited work with non-hotel space?	No, our niche and success is with hotels. We currently place over 10,000 meetings annually and only in hotels, as this is our niche.
Can we get bids for actual Audio Visual Equipment?	Yes, once a hotel is chosen or narrowed down, we will ask the hotel to provide their AV rental costs
What is the turn around time?	We can get the information back to you within a week
Can we book less than 10 sleeping rooms?	No, hotels will not issue a contract without a minimum of 10 rooms. We can help with eliminating attrition/cancellation clauses on these contracts, however
Can we bring in our own catering?	No, this is not allowed by any hotel company
Can we bring in our own Audio Visual?	Usually this isn't a problem as long as you don't require their assistance in hooking it up. If you do, then they will normally charge an hourly rate for their help.
Do you handle registration?	Unfortunately, we do not handle registration
Do you help coordinate catering?	At the time of bidding, we can find out the average price for catering, after the hotel is chosen, there would be a catering person assigned to you from the hotel who will assist you with this task
Who signs the contract?	Either your company or the Department of Education. Accommodations Unlimited does not sign the contracts.
What is your role?	We are the negotiator of sleeping room and meeting room rental. Because of our buying power, we obtain per diem more often and at nicer facilities than most planners. And because of our relationships, we can usually negotiate lower meeting rental.
Do you help troubleshoot?	All the Time!! Should there be ANY problem, big or small, we can troubleshoot immediately.
Who would be available the day of the	We are only a phone call away when a problem arises. At hotels, you will be given a

handle problems?	conference coordinator who will be on property to facilitate all of your needs from catering to meeting space to sleeping rooms. Anything that you feel warrents more attention, we would be happy to get involved with immediately.
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